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13
MAR 1957

MEMORANDUM FOR: Comptroller

FROM : Acting Chief, Technical Accounting Staff,
Office of the Comptroller

SUBJECT : Expediting Issuances of Technical Accounting
Handbooks

REFERENCES : (a)

(b)

(c)

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1. Reference handbooks prepared by this office are designed to provide improved and simplified accounting and reporting procedures which will effect reductions in the man hours required to maintain the related records

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2. Considerable delay has been experienced in our attempt to have these handbooks issued. Examples of the delays and the status of each issuance are set forth below:

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a. During the latter part of December 1956, the ADD/S authorized the Regulations Control Staff to coordinate this handbook with the DD/P, DD/I and IG. Upon being advised of this action, this Staff contacted the Acting Chief, Regulations Control Staff and advised him of the importance of this handbook to the program for financial control of property and requested him to expedite the transmittal of this issuance for coordination. We also advised him that we would furnish his Staff with the necessary number of copies of this handbook to effect coordination with the other components of the Agency.

b. During the latter part of January 1957, this Staff was requested to concur in certain editorial changes made in the handbook

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by the Regulations Control Staff. The differences were resolved and the revised pages retyped and furnished to Regulations Control Staff for use in completing coordination.

c. About the middle of February 1957, we were again requested to review and concur in further editorial changes made by RCS in the handbook. These differences were resolved promptly but we did not agree to retype the revised issuance.

d. On or about 25 February 1957, the undersigned contacted the Acting Chief, Regulations Control Staff by telephone and again requested that the coordination of the handbook be expedited. We were informed that copies of this issuance would probably be ready for transmittal to other components for coordination by 15 April 1957. However, after further discussion, Regulations Control Staff did agree to expedite the release of this issuance.

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This handbook has been coordinated with the DD/S offices and was forwarded to ADD/S on 13 February 1957 with the request that it be approved in principle and that RCS be authorized to forward it to the DD/P, DD/I and IG for coordination. We have not been informed as to when this proposed issuance will be released for coordination.

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This handbook has been coordinated with the DD/P and we are now resolving the coordination differences. When these differences are resolved, we will forward the handbook to ADD/S with the request that it be approved and that RCS be authorized to forward it to DD/I and IG, as appropriate, for coordination. There is considerable doubt that this handbook will be issued in time for this procedure to be implemented on 1 July 1957.

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3. The issuance of these handbooks is of prime importance to the Office of the Comptroller and it is desirable that they be issued and not later than 15 June 1957 in order that they may be made effective at the beginning of the next fiscal year. It appears that this objective cannot be attained unless some method is developed for expediting the issuance of these handbooks.

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